



APPLICATION FOR REAL ESTATE INDIVIDUAL BROKER'S LICENSE

REAL ESTATE LICENSING
 P.O. BOX 9048
 OLYMPIA, WA 98507-9048
 (360) 664-6488 or (360) 664-6500
 FAX (360) 586-0998
www.dol.wa.gov/realestate/refront.htm

Check the appropriate box:

- ☐ First License \$210.00
☐ Change of Address/Transfer .. \$26.50
☐ Company Name Change \$26.50

Make remittance payable to State Treasurer.
Send application with your remittance to:
Department of Licensing
PO Box 9048
Olympia, WA 98507-9048

FOR VALIDATION ONLY

See page 2 for instructions and requirements

Applicant Information *If application information is incomplete, the application will not be processed.*

Applicant's Name (Last, First, Middle)		Social Security No.*		Date of Birth
DBA Name (if applicable)			Company Telephone No. ()	
Company Address (Number, Street and Post Office Box if Applicable)				
City	State	Zip	County	
Applicant's Mailing Address (Number, Street and Post Office Box if Applicable)			Applicant's Telephone No. ()	
City	State	Zip	County	

Please respond to the following questions:

- Are you the sole owner of this real estate business? ☐ Yes ☐ No
- What is zoning of the area in which the office is located? _____
Is a real estate office permissible in this zone? ☐ Yes ☐ No
- Is the office in the same building as residence? ☐ Yes ☐ No
- With the exception of motor vehicle violations, have you ever been convicted of a crime, felony, or misdemeanor by this state, any other state, the federal government, or any other jurisdiction within the past ten years? (NOTE: If you have been convicted of a crime, you will be subjected to an investigation, and you may be denied a license.) ☐ Yes ☐ No
- Is there a criminal complaint or accusation, or other information presently pending against you, or are you under indictment in this state, any other state, by the federal government, or by any other jurisdiction? ☐ Yes ☐ No
- Has any application for a professional or occupational license or permit made by you ever been denied, or has a license or permit issued to you ever been suspended, revoked, censured, or fined, in this state or any other jurisdiction? ☐ Yes ☐ No
- Have you ever had a civil court order, verdict, or judgement entered against you in any court of competent jurisdiction in which the subject matter involved any real estate or business related activity? ☐ Yes ☐ No
- Are you currently required to register as a sex offender in this state or any other state? ☐ Yes ☐ No
If yes, state _____ county _____

Attach letter of explanation for any affirmative answer(s) to questions 4-8.

*State law, RCW 26.23.150, requires you to furnish your Social Security Number when you apply for this license. If this application is for a business that is a sole proprietorship, the proprietor must furnish his/her Social Security Number. Resident aliens, without a Social Security Number, must furnish their Individual Tax Identification Number.

I certify that the above information is true and correct.

Signature X Date _____

Upon filing, this application becomes a public record and is subject to public disclosure provisions pursuant to RCW 42.17

For office use only

27008		Pic No. 5		Exp. Date 9	Stat. 11	Birthdate 13	Class 14	Bill 16	Split 43
Prog 1	Tran 3	Prof 4							
Tax 27		Cert. Date 30		LA Date 40					

The Department of Licensing has a policy of providing equal access to its services. If you need special accommodation, please call (360)664-6500 or TTY (360)664-8885.

Procedure for Individual Broker

First License

1. Return Washington Real Estate Salesperson License, released by present broker.
2. Fully completed application for Real Estate Individual Broker's License.
3. Fee: \$210.00.
4. Fully completed application for each person who is to act as salesperson or associate broker. Licensee must have his/her current license released and returned to this office. Fee: \$26.50 per license.

Transferring *(changing status from an associate broker to an individual broker)*

1. Return current Washington Real Estate License, released by present broker.
2. Fully completed application for Real Estate Individual Broker's License.
3. Fee: \$26.50.
4. Fully completed application for each person who is to act as salesperson or associate broker. Licensee must have his/her current license released and returned to this office. Fee: \$26.50 per license.

Change of Address

1. Return all current Washington Real Estate Licenses showing previous address.
2. Fully completed application for Real Estate Individual Broker's License OR Application for Broker Address Change.
3. Fully completed applications for all licensees affected by this change.

4. Fee: \$26.50 per license.

5. If you wish to add, change, or delete a PO Box or suite number, the same requirements apply.

Company Name Change

1. Return individual broker license.
2. Complete application for Real Estate Individual Broker's License.
3. Fee: \$26.50.

Important Information Regarding Real Estate Company Names

If you are **opening a new company** or **changing your company name**, we would advise that you check the availability of the desired name with our office. In order to do so, please submit your request in writing to: Real Estate Licensing, PO Box 9021, Olympia, WA 98507-9021, or send a FAX to (360) 586-0998. **Names cannot be checked by telephone.** Please include your telephone number and address so we may contact you after the name has been checked. If the name is available, we will reserve it for you for 60 days.

*NOTE: Approval or issuance of a name by other state agencies or divisions **does not** insure that it can be issued by **this** office.*

Please do not order any signs, stationery, business cards, etc. until the license has been issued.